



ENVIRONMENTAL SUSTAINABILITY ADVISORY COMMITTEE (ESAC)
Terms of Reference
April 2018

1. PREAMBLE

University of Lethbridge Strategic Plan 2014-2019

Strategic Direction – Enhance the sustainability of the University

We commit to taking action on the education, research, policy formation, and information exchange necessary to advance sustainability. We will incorporate the three facets of sustainability – environmental, economic, and social responsibility – into all aspects of our institution and communicate these efforts for the benefit of all.

Environmental sustainability is the managing of natural resources in an effective manner to meet our needs and to preserve and maintain them for future generations.

Environmental sustainability at the University of Lethbridge (U of L) will focus on a vision towards a greener campus and more sustainable practices that will support student learning experiences and preserve the natural, unique landscape that is part of our University.

The University of Lethbridge embraces the leadership role and responsibility it must take to influence and educate sustainable practices beyond the classroom.

2. PURPOSE

Advisory to the President of the University, the Environmental Sustainability Advisory Committee (ESAC) will provide leadership, coordination and guidance to the University for the integration of environmental sustainability principles and practices throughout the University's teaching, research and operational activities.

The ESAC will work to provide processes that facilitate open and transparent communication and discussion between all University units, for the identification of shared priorities and opportunities for collaboration in the area of environmental sustainability.

3. GUIDING PRINCIPLES

The ESAC will support awareness, knowledge and critical thinking on issues related to environmental sustainability of the University by promoting but not limiting their focus to:

- i. healthy spaces for students, employees, and visitors;
- ii. environmentally sustainable teaching, service, research and operational practices;
- iii. reduction of environmental impacts such as carbon emissions and greenhouse gases by reducing energy and resource consumption;
- iv. sustainable building practices for new buildings and major retrofits.



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4. RESPONSIBILITIES

- i. Review the Environmental Sustainable Campus Policy and develop a campus sustainability plan, including setting objectives and targets.
- ii. Gather information and research on environmental sustainability best practices and innovations from other post-secondary institutions and organizations.
- iii. Provide a forum for dialogue and knowledge on environmental sustainability opportunities and challenges to foster pan-university approaches to sustainability initiatives.
- iv. Develop and coordinate communication strategies and mechanisms to effectively promote and engage the University community (faculty, staff and students) around environmental sustainability.
- v. Advise on the development and implementation of cultural change programs to embed environmental sustainability in and across all areas of University activity.
- vi. Advise on environmental sustainability-related teaching and research and facilitate collaboration across disciplines and functions to integrate sustainability into the University's teaching, research and operational activities.
- vii. Through a planning/prioritization process, identify and examine specific high priority environmental sustainability opportunities and initiatives and develop recommendations for the President of the University to consider implementing.
- viii. Develop a monitoring and sustainability report card system.

5. COMMITTEE

5.1. Membership

- Vice-President (Research) (ex-officio) – Chair
- Executive Director, Facilities (ex-officio)
- Director, Facility Operations & Maintenance (ex-officio)
- Director, Campus Planning (ex-officio) Director,
- Resource Planning (ex-officio)
- (4) Academic Members, appointed by the President
- (2) Non-academic Members, appointed by the President
- (1) Undergraduate Student, appointed by the U of L Students' Union
- (1) Graduate Student, appointed by the U of L Graduate Students' Association

Note – all Members are voting members of the Committee.

5.2. Terms of Office

- i. Appointed members, other than students, will serve a three year term, which can be renewed by the President.
- ii. Undergraduate and Graduate Student representatives to the Committee are appointed for a 1 year term that can be renewed under the recommendation of the respective appointing body.



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- iii. When the Committee is first formed, three appointed members will serve three-year terms, two will serve two-year terms, and one will serve a one-year term. This staggering is to ensure a regular turnover of members and enhance the operational continuity of the Committee.
- iv. Memberships can be renewed for a total of two terms.

5.3. Decision-Making

From time to time, it is expected that the Committee will make recommendations to bring forward to the President of the University. When forming these recommendations

- i. The Committee will make every effort to operate on a consensus model
- ii. When consensus is not attainable, the Committee will follow a democratic process.

5.4. Committee Support:

Administrative support to the Committee will be provided by the Office of Research Services.

5.5. Expert and External Advice:

Expert and external advice will be brought in as necessary at the request of the Chair to provide information and expertise necessary to meet the objectives of the Committee.

5.6. Meeting Schedule

The Committee will have meetings at least quarterly, at the call of the Chair.

5.7. Reporting

- i. All Committee meetings shall be documented including attendance, agenda, decisions made and support material. The Committee has the capability to proceed “in-camera” when appropriate.
- ii. The Committee will report annually to the President of the University on the Committee’s activities, an analysis of the University’s progress towards campus environmental sustainability, and suggestions regarding opportunities for action in relation to campus sustainability issues.
- iii. All Committee meetings and reports are to be publically available on the University’s website.

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